

SIMON TUNMORE

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PROFILE

I am a technically capable, highly adaptable individual with an employment history rooted in interpersonal excellence, technical leadership and growth. Most recently, I have found success as a data specialist within the recruitment industry, working closely with the most capable data professionals in London. I have been greatly aided in this by my strong communication and people management skills, developed through a decade-long career in education, linguistics and leadership both in the UK and internationally. I have also been able to leverage my own significant experience with many data and backend technologies including Python, SQL, Tableau and Excel; skills I have been able to use not only to gain the trust and respect of clients and candidates, but also taking on sole responsibility for data collation and analysis for our own operational and sales data.

PERSONAL SKILLS:

- Outstanding written and verbal communication skills; confident public speaker and a 'people person'
- Fluent in English and French. Good ability in Spanish.
- Skilled in building and maintaining positive relationships; highly collaborative
- A natural innovator with extensive problem-solving and conflict resolution skills
- Highly adaptable - quick in the acquisition of new skills and roles
- Very strong leadership qualities and experience

TECHNICAL SKILLS:

Programming:	Python (including some Flask/Django), VBA/VB.Net
Data Analysis/Visualisation:	Python (Pandas, Numpy, matplotlib), Tableau, SQL (T-SQL, PostgreSQL), Excel
Data Science:	Python (sci-kit learn, NLTK) - Linear/Logistic Regression, KNN, Random Forests, NLP

EDUCATION AND QUALIFICATIONS

2010-2013	University of Kingston	MA Professional Studies in Education (with Commendation)
2009-2010	University of Warwick	PGCE Secondary Modern Foreign Languages
2005-2009	University of Durham	BA (Hons) Economics with French
2000-2005	Cranleigh School	A-Levels: French (A), Economics (A), Mathematics (A)

EXPERIENCE

Burns Sheehan, London
Aug 2019 – Present

Data Recruiter & Analyst

- Data Recruitment Specialist
 - Establishing, managing and maintaining relationships with data specialists across London and the UK; primarily Data Analysts, Scientists, Engineers and Backend developers (Python/Scala).
 - Guiding candidates through interview processes, technical tests, role negotiations and ongoing placement needs.
 - Working with current clients to establish role needs, job specifications, maintain clear communication on process.
 - Business Engagement & Development through established relationships and events.
- Data Analyst
 - Sole responsibility for data collation, cleaning and analysis within the company, reporting directly to CEO and MD (Python, SQL, Excel).
 - Significant improvement in operational efficacy & data visibility for decision-makers.

Deira International School, Dubai
Sept 2016 – Jul 2019

Head of Year, French & Spanish Teacher

- Head of Year
 - Responsible for 11 members of staff; key liaison between students, staff and parents. Often required to resolve conflicts between stakeholders and rapidly respond to spontaneous concerns and events.
 - Analysis and reporting on various data points to ensure student success.
 - On-boarding for new students, including continuous monitoring, support and follow-up.
 - Experience in careers-related consultation, interviewing and CV best practice training
- Teacher of MFL (French, Spanish)
 - Responsible for planning, teaching, marking, reporting and monitoring for classes in French and Spanish for students between 11-18 years.
 - Very extensive involvement in extra-curricular activities, trips and events
- Data specialist
 - Sole developer and manager for data systems across 3 departments (designing, building, running SQL databases and Excel spreadsheets)
 - Ran staff workshops in Excel and data management
 - Member of staff and technology committees

The Ashcombe School, Dorking
Sept 2010 – Jul 2015

Assistant Head of Year, Languages Teacher

- Assistant Head of Year – Middle Management responsibility for 15 members of staff
- Teacher of MFL (French, Spanish, German)
- Data specialist – responsibility for departmental data and reporting in Excel
- Leader on educational trips and experiences in France & Germany

INTERESTS

Arts & Music

- Semi-professional DJ, having played across the UAE and UK
- Proficient in many musical instruments
- Extensive knowledge of and experience in Music Production and Technology

Sports

- Keen badminton and squash player, climber and snowboarder
- Day Skipper Yacht sailing qualification. White Dingy sailing qualification